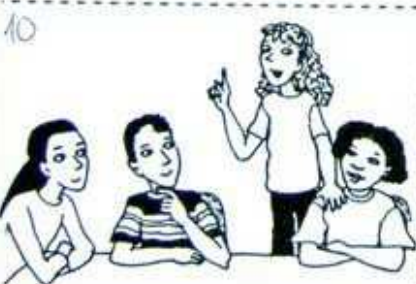
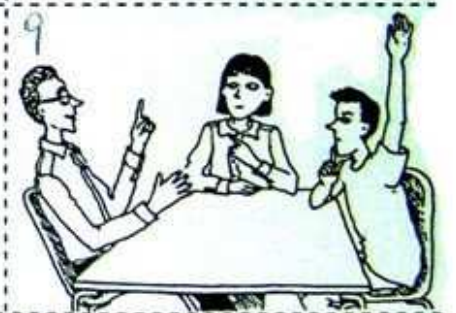


DISCUSSION TECHNIQUES



This exercise shows some important points to remember when taking part in a discussion. Match each cartoon with its correct comment below.



<p>A. Get one member of the group to write down the most important points discussed and any decisions that are made.</p>	<p>B. Always let other people finish speaking, even if you wish to say something.</p>	<p>C. Even if you feel shy you must take part in the discussion.</p>
<p>D. Remember that discussion helps you learn and other people learn.</p>	<p>E. Be ready to change your mind if you are wrong.</p>	<p>F. Use a paper and a pencil during discussions.</p>
<p>G. Remind the group if someone has said something important.</p>	<p>H. Listen carefully to what everyone says.</p>	<p>I. Do not show off.</p>
<p>J. If you do not understand anything ask for it to be explained.</p>	<p>K. If you do not agree with someone do not shout at them.</p>	<p>L. Explain things if two people do not understand each other.</p>